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1 JUN 1961

MEMORANDUM FOR: Special Support Assistant/DDS

SUBJECT: Split Shipments of HHE in Connection with
Lateral Transfers

1. FE Division is currently faced with a regulatory problem on which we need your advice.

25X1A6A 2. A number of employees now stationed at [] are being transferred to []. These individuals have asked to make split shipments of their HHE sending a portion of their effects to [] and returning the balance to the United States for storage until they eventually return here PCS. We believe their desires to be reasonable, at least in some cases, because of the change of climatic zone and also because some of the employees doubtless own more household effects than they would be permitted to ship laterally between [].
25X1A6A Additionally, they may well have acquired items which are not needed in [] and which the Organization should not have to bear the cost of transshipping unnecessarily to [].

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3. The problem now facing individuals in [] is not an uncommon one. Persons transferring laterally from [] to other FE stations have voiced similar desires to make split shipments. We understand also that this is a common problem with which the Office of Communications is faced.

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25X1 4. In reading [] titled "Advance Shipment or Storage," subparagraph (2), we note "Advance shipments, made for the convenience of the employee, may be reimbursed, as appropriate, when the travel order is issued. When partial shipments are made for the convenience of the employee, reimbursement shall not exceed the cost which would have been incurred had the effects been shipped in one lot." The question with which we are faced is whether the constructive cost base to be used with respect to split shipments is the constructive cost of a single shipment between the two overseas stations or whether we may employ the constructive cost of a single shipment from the final field station back to Headquarters when the employee ultimately returns here PCS.

5. Obviously the latter would work to the advantage of the employee and would seem to us the appropriate choice. However, you will recognize

that the travel order prepared at the time of lateral transfer makes no reference to the ultimate return of the employee to the United States and such return may not occur for a number of years. Thus the advance shipment to the United States of a part of an individual's household effects in these circumstances necessitates a rather complicated record keeping exercise. We believe such a solution is in order even though attended by this record keeping dilemma.

6. Your advice with respect to this problem would be appreciated.

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cc: Office of Communications

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